

4765-22-01

**Professional standards of conduct for firefighter, ~~and~~ fire safety inspector, or hazard recognition officer certificate holders.**

- (A) A person issued a firefighter, ~~or~~ fire safety inspector, or hazard recognition officer certificate shall not discriminate in the provision of fire services on the basis of age, race, color, religion, gender, sexual orientation, or national origin.
- (B) A person issued a firefighter, ~~or~~ fire safety inspector, or hazard recognition officer certificate shall not misrepresent the person's professional qualifications or credentials.
- (C) ~~Upon request by the division, a person issued a firefighter or fire safety inspector certificate shall accurately document and report all approved continuing education courses the certificate holder completes in accordance with Chapter 4765-20 of the Administrative Code. The documentation shall be provided within the time parameters set forth by the executive director with advice and counsel of the committee.~~ A person issued a firefighter, fire safety inspector, or hazard recognition officer certificate shall accurately document and maintain records of all approved continuing education courses the certificate holder completes in accordance with Chapter 4765-20 of the Administrative Code. Upon request, documentation shall be provided to the division within the time parameters as set forth by the executive director with advice and counsel of the committee.
- (D) A person issued a firefighter, ~~or~~ fire safety inspector, or hazard recognition officer certificate who is convicted of any ~~misdemeanor involving moral turpitude, any misdemeanor committed in the course of practice, or any felony~~criminal offense, other than a minor traffic offense, shall comply with the following:
- (1) Within fourteen days of the final sentencing of such offense, the certificate holder shall provide written notification of the conviction to the division;
  - (2) Within sixty days of the final sentencing of such offense, the certificate holder shall provide the division with all of the following:
    - (a) A certified copy of the judgment entry from the court in which the conviction occurred;
    - (b) A certified copy of the police or law enforcement agency report, if applicable;
    - (c) A bureau of criminal identification and investigation (BCI&I) civilian background check.

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(3) Documentation required in paragraph (D)(2) of this rule shall be acquired and submitted at the certificate holder's expense.

(E) A person issued a firefighter, ~~or~~ fire safety inspector, or hazard recognition officer certificate shall not commit fraud, misrepresentation, or material deception, or submit false or misleading information in any of the following:

- (1) Applying for or obtaining a firefighter, ~~or~~ fire safety inspector, or hazard recognition officer certificate;
- (2) Renewing a firefighter, ~~or~~ fire safety inspector, or hazard recognition officer certificate;
- (3) Responding to audits conducted by the division or executive director;
- (4) Responding to or complying with any other official request from the division or the executive director.

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**Professional standards of conduct for fire, assistant fire, live fire, and fire safety inspector instructors.**

[Comment: For dates and availability of material incorporated by reference in this rule; see ~~paragraph (CC) in rule 4765-11-01~~ rule 4765-25-02 of the Administrative Code.]

- (A) An instructor shall not discriminate in the provision of firefighter, fire safety inspector, hazard recognition officer, or instructor training courses on the basis of age, race, color, religion, gender, sexual orientation, or national origin.
- (B) An instructor shall provide instruction in accordance with the curriculum, objectives, and standards as set forth in section 4765.55 of the Revised Code, and Chapters ~~4765-11 and 4765-21 to 4765-23~~ 4765-20 to 4765-25 of the Administrative Code.
- (C) An instructor shall provide instruction in accordance with the ~~policy~~ policies and procedures established by the chartered program ~~by~~ through which the instructor is employed or affiliated.
- (D) An instructor shall not provide instruction in any course that is above the ~~level of the instructor's certificate of firefighter or instructor~~ certificate level.
- (E) An instructor shall not evaluate practical ~~skill~~ skills examinations unless the instructor has successfully completed the "Practical Skills Evaluator Training Course."
- (F) An instructor shall not be permitted to evaluate practical ~~skill~~ skills examinations that are above the level of the instructor's firefighter or fire safety inspector certificate.
- (G) An instructor shall not misrepresent the instructor's professional qualifications or credentials.
- (H) An instructor shall not commit fraud, misrepresentation, or deception in conducting a firefighter, fire safety inspector, hazard recognition officer, or instructor training course.
- (I) An instructor shall not commit fraud, misrepresentation, or deception in order to obtain a fire certificate to teach.
- (J) An instructor shall accurately document and maintain records of all requirements for renewal of the instructor's certificate to teach in accordance with Chapter 4765-21 of the Administrative Code, as applicable. ~~upon~~ Upon request, ~~of the division and within the time parameters set forth by the executive director, all requirements for renewal of the instructor's certificate to teach in accordance with Chapter 4765-21 of the Administrative Code and rule 4765-20-22 of the Administrative Code, as~~

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~~applicable~~ the certificate holder shall provide the division with documentation within the time parameters as set forth by the executive director with advice and counsel of the committee.

(K) ~~An~~ A fire instructor, assistant fire instructor, and live fire instructor shall maintain a current firefighter certificate ~~of fire service training~~. If an instructor fails to maintain a current firefighter certificate, the instructor is not permitted to instruct in any firefighter courses.

(L) A fire safety inspector instructor shall maintain a current fire safety inspector certificate. If an instructor fails to maintain a current fire safety inspector certificate, the instructor is not permitted to instruct in any fire safety inspector courses.

(M) An instructor is not permitted to instruct in any hazard recognition officer courses unless the instructor holds a fire safety inspector certificate and one of the following:

(1) Fire safety inspector instructor certificate; or

(2) Fire instructor certificate.

(N) A live fire instructor shall maintain a current fire instructor or assistant fire instructor certificate. If an instructor fails to maintain a current fire instructor or assistant fire instructor certificate, the instructor is not permitted to instruct in any live fire training evolutions.

~~(L)~~(O) An instructor shall obtain ~~prior~~ approval from a chartered program; prior to teaching any courses under the auspices of the chartered program.

~~(M)~~(P) An instructor shall surrender all documentation of course files to the sponsoring chartered program no later than ninety days after the final day of the course.

~~(N)~~(Q) An instructor shall not aid, assist, or help any student gain an unfair advantage on any portions of a ~~fire service~~ firefighter, fire safety inspector, hazard recognition officer, or instructor training course or on any examinations.

~~(O)~~(R) An instructor shall not proctor or be present during the state written examinations unless the individual is sitting for the examination as part of the course requirements.

(S) An instructor shall consistently demonstrate a standard of knowledge and competency that meets or exceeds the minimal level required under the individual's certificate to teach.

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- (T) An instructor shall report in writing to the division, as soon as practicable, any suspicion or knowledge of a violation of this chapter or any potential compromise of the examination process.
- (U) In addition to meeting the professional standards of conduct in this rule, an instructor shall also remain in compliance with the standards of conduct for a firefighter, fire safety inspector, or hazard recognition officer certificate as set forth in rule 4765-22-01 of the Administrative Code.
- (V) A person issued a firefighter instructor, assistant fire instructor, live fire instructor, or fire safety inspector instructor certificate shall not commit fraud, misrepresentation, or material deception, or submit false or misleading information in any of the following:
- (1) Applying for or obtaining a firefighter instructor or fire safety inspector instructor certificate;
  - (2) Renewing a firefighter instructor or fire safety inspector instructor certificate;
  - (3) Responding to audits conducted by the division or executive director;
  - (4) Responding to or complying with any other official request from the division or the executive director.